

**JOB DESCRIPTION
MURFREESBORO POLICE DEPARTMENT
DETECTIVE**

1. JOB TITLE: DETECTIVE

2. DEFINITION: The Police Detective is a Police Officer who can perform all of the functions and has all of the knowledge, skills, and other abilities described in the Police Officer's job description, which job description is incorporated by this reference. The Police Detective has additional responsibilities in the investigation of crimes and apprehension of criminals. Duties also include receiving and securing evidence and protecting property, facilities, and people through the enforcement of laws and ordinances. The employee is responsible through the chain of command to the Police Chief. All employees are responsible to the City Manager. The Police Detective will take charge and responsibility for police-related investigations in the absence of superior officers. This position is classified as non-exempt for the purpose of the Fair Labor Standards Act, as having an occupational exposure to bloodborne pathogens and as Safety Sensitive; the employee is subject to pre-employment, reasonable suspicion, post-accident, random, promotion and transfer, return to duty and follow-up drug and alcohol testing.

3. EQUIPMENT/JOB LOCATION: The Police Detective will enforce laws and ordinances within the city limits of Murfreesboro. In addition to the equipment of a Police Officer, the Police Detective will operate equipment including: wire transmitters and other surveillance equipment, composite identi-kit equipment, and specialized investigative equipment through the Regional Organized Crime Information Center.

4. ESSENTIAL FUNCTIONS OF THE JOB: In addition to performing the essential functions of a Police Officer, the Police Detective must:

- a. Photograph crime scenes and collect and preserve evidence.
- b. Ascertain facts by personal contact, observation and examination of records.
- c. Interview victims and suspects and research gathered information.
- d. Develop informants as sources of information gathering.
- e. Maintain investigative records, obtain and process warrants, and present findings to District Attorney's office for prosecution.
- f. Maintain confidentiality regarding sensitive information.
- g. Serve on interdepartmental and community committees.
- h. Work independently without constant supervision.
- i. Prepare intelligent data on suspected criminals.
- j. Collect and maintain field interview cards.
- k. Compile and maintain records of current crime trends.

5. ADDITIONAL EXAMPLES OF WORK PERFORMED:

- a. Performs other duties and special projects as assigned.

6. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- a. Must have three (3) years service as a Police Officer with the Murfreesboro Police Department.
- b. Know, understand and enforce rules, regulations, and city policies, including all departmental general orders.
- c. Understand and apply proper search and seizure procedures.
- d. Ability to prevent and/or handle stressful or dangerous situations.
- e. Possess awareness of the cultural diversity of the department and community.
- f. Have excellent communication skills, both written and oral, with the ability to assist in developing policy decisions, departmental planning, and report preparation.
- g. Have thorough knowledge of the court system and be skilled in the presentation of evidence in court proceedings.
- h. Expertise in interviewing witnesses and interrogating criminal suspects.
- j. Must pass physical agility test given as a pre-employment test for Police Officers.

**Non-Exempt
Safety Sensitive
May 13, 2005**